



KENTUCKY TRANSPORTATION CABINET
Department of Rural and Municipal Aid
Office of Local Programs
Transportation Enhancement Program

TC 20-18E
Rev. 11/2008
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TE INTENT-TO-APPLY

OVERVIEW

The Transportation Enhancement (TE) Program is a transportation improvement program designed to strengthen the cultural, aesthetic, historic, and environmental aspects of Kentucky's transportation infrastructure. The Kentucky Transportation Cabinet (KYTC) Office of Local Programs (OLP) reviews applications for federal funding for projects that have a relationship to surface transportation and meet the requirements of at least one of twelve project categories.

ELIGIBLE APPLICANTS

The only applicants eligible for TE project funding are state and local government agencies. To receive project funding, nonprofit organizations shall be in partnership with a government sponsor. The government sponsor of the project is responsible for soliciting public support, obtaining required matching funds, administering the project, and identifying the project in its financial accounting and annual audits. The projects are to serve a public purpose in perpetuity, and the facilities and services provided are to be on a nonprofit basis.

The TE Program is a **reimbursement program**, not a grant program. A proposed project must be selected, approved, programmed, and contracted with the KYTC prior to the expenditure of any funds. All arrangements for funding and long-term maintenance shall be made prior to the programming of TE funds.

SELECTION CRITERIA

Projects shall be prioritized for funding under the direction of the Kentucky Transportation Cabinet. The following selection criteria shall be used in the review process to determine which projects receive funding:

- ◆ Demonstrated need for the project
- ◆ Transportation relationship
- ◆ Benefit to the community (e.g., job creation, tourism, economic development)
- ◆ Reliable budget and engineering estimates
- ◆ Project cost, availability of matching funds to complete the project, ability to leverage other funding, and plans to provide ongoing maintenance costs
- ◆ Widespread community support
- ◆ Relationship to local, regional, and statewide plans/initiatives
- ◆ Demonstrated ability to administer funding, including previous TE funds
- ◆ Project readiness for construction (planning, design, and acquisition)
- ◆ Overall geographic distribution of TE funds and the mix of projects representing a number of eligible categories



TE INTENT-TO-APPLY INSTRUCTIONS

APPLICATION AND SELECTION PROCESS

Applicants are to:

1. Review the State of Kentucky Transportation Enhancement guidelines as found in the Local Programs Guidelines book and on the Office of Local Programs (OLP) website (www.tea21.ky.gov).
2. Complete the enclosed Intent-to-Apply form and submit it to the Kentucky Transportation Cabinet by **January 31**. The OSP shall not accept any Intent-to-Apply forms postmarked after January 31.
3. Submit completed form to: **Kentucky Transportation Cabinet
Office of Local Programs: TE
200 Mero Street, 6th Floor East
Frankfort, KY 40622**

If the project appears to meet requirements for eligibility, the OLP shall invite the applicant to submit a full grant application within **forty-five (45)** days of the date of invitation. The exact date due for the completed application will be noted in the invitation.

Upon receipt of the full grant applications, the OLP shall:

1. Review projects with an advisory committee and form a list of recommended funding for projects. The Secretary of the Transportation Cabinet and the Governor's Office shall review the final recommendations.
2. Notify applicants of final funding status of their projects.
3. Conduct scheduled workshops for recipients regarding the implementation of funds. Failure to participate in an implementation workshop may result in the reassignment of funds to another project.

An electronic version of this form and the TE program guidelines are available on the Office of Local Programs website: www.tea21.ky.gov



TE INTENT-TO-APPLY

Please provide all of the following information:

APPLICANT INFORMATION (highest locally elected official, e.g., mayor or county judge/executive)

Government Sponsor & Title _____

Signature _____

Affiliation/Agency Name _____

Address _____

City _____ State _____ ZIP _____ Project County _____

Phone _____ E-mail _____

PROJECT CONTACT INFORMATION

Contact Person _____

Signature _____

Affiliation/Agency Name _____

Address _____

City _____ State _____ ZIP _____

Phone _____ E-mail _____

ESTIMATED COST OF PROJECT _____

ESTIMATED TIME FOR COMPLETION _____

12TE Project Categories (check all that apply):

- ☐ Acquisition of scenic or historic easements and sites, including battlefields
- ☐ Archaeological planning and research
- ☐ Environmental mitigation
- ☐ Historic preservation
- ☐ Historic transportation buildings
- ☐ Inventory, control, and removal of outdoor advertising
- ☐ Landscaping and scenic beautification
- ☐ Pedestrian and bicycle facilities
- ☐ Pedestrian and bicyclist safety and education
- ☐ Rail corridor preservation
- ☐ Scenic or historic highway programs
- ☐ Transportation museums



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PROJECT DESCRIPTION

In the space provided, briefly describe the project. Please state how the project relates to transportation and how the project qualifies under each of the eligible activities checked.